

◀ OR SIG Bulletin ▶

September 1997



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Leesa Arowood
Oak Ridge Institute for
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DOE/EH-33

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DOE/RL

Robert (Bob) Seal
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Kimberly Wilson
West Valley Nuclear
Services, Inc.

OCCURRENCE REPORTING TEAM RECEIVES HAMMER AWARD



Re-engineering processes have resulted in improved safety management at lower costs by transforming the Occurrence Reporting Program within the Office of Operating Experience Analysis and Feedback, EH-33 (homepage at <http://tis.eh.doe.gov/web/oeaf>). As a result, the Occurrence Reporting Team, represented by Eugenia Boyle, DOE HQ Occurrence Reporting Program Manager, was recognized on August 4, 1997, with a Hammer Award from Vice-President Al Gore for the Team's efforts to cut red tape, empower employees, and reduce costs. The award was presented to Jeannie by Secretary of Energy Federico Peña and Deputy Secretary Elizabeth Moler.

The **Occurrence Reporting Team**, composed of empowered Federal and contractor employees, put the customer in charge and cut the cost of the Department of Energy's process for collecting data on operational information, including environmental and worker accidents, by 28%, saving \$6 million per year that can be applied to DOE missions that more directly affect the American Taxpayer, such as cleaning up nuclear waste. The process of re-engineering the Occurrence Reporting Order from DOE Order 5000.3B to DOE Order 232.1, and its associated Manual, focused on reducing costs without reducing quality. With DOE Headquarters and field working together, better reporting criteria and thresholds were developed, resulting in reduced costs and increased satisfaction with the resulting Order.

The Headquarters federal employees who "owned" the system took a risk and gave up control. They revolutionized what used to be a top down, prescriptive process from Headquarters by empowering the system users (customers) in the Field and, in turn, became leaders of change. These federal employees did this in direct response to Vice President Gore's challenge and they made a lasting difference for the American Taxpayer.

All occurrence reporting personnel should be proud of their contributions to and support of this re-engineering effort. Also, selected Occurrence Reporting Team members

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Revision A to Occurrence Reporting Order and Manual Issued

On July 3, 1997, DOE O 232.1A, *Occurrence Reporting and Processing of Operations Information*, and its associated Manual, DOE 232.1-1A were forwarded by EH-33 to the Office of Human Resources and Administration (HR) for approval, publication, and distribution. Revision A to the Order and Manual was officially approved by HR on July 21, 1997, was given an August 1, 1997 effective date, and has been placed on Explorer via the Internet at:

<http://www.explorer.doe.gov:1776/htmls/regs/doe/newserieslist.html>

In addition, the Order and Manual, along with the transmittal letter, associated crosswalks, and summary of changes are now available through Internet FTP. To obtain the files associated with this Order and Manual revision, follow these steps:

Step 1: Access your Internet web browser in your usual way.

Step 2: Type **ftp://ftp.eh.doe.gov/** as the Internet URL (i.e., in the Location or Address box)

Step 3: Click on one of the following folders (i.e., subdirectories) depending on your word processor:

- (a) o232word for Word 6.0 files (all files will have a file extension of **doc**)
- (b) o232wp51 for WordPerfect 5.1 files (all files will have a file extension of **51**)
- (c) o232wp60 for WordPerfect 6.0 files (all files will have a file extension of **60**)

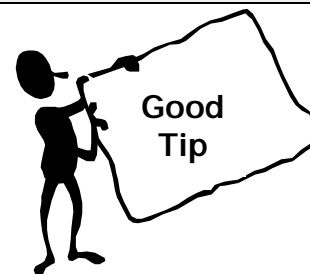
Step 4: If you are using Netscape, select the file by holding down the shift key and clicking on the file name. If you are using Explorer, select the file by simply clicking on the file name. In both cases, after clicking on the file, you will then be able to save the file to your local drive.

Note: If you have problems obtaining the files through this method, please contact your local computer support.

The following are the file names of the various documents that are in each folder and a description of the document. Be aware that the file extensions for the Word and WordPerfect (i.e., 5.1 or 6.0) files will differ depending on which folder you select.

- 1) O&M2321A - Final approved version of DOE Order 232.1A and DOE Manual 232.1-1A. Please keep in mind that, depending on your font, you may need to regenerate the Table of Contents in the Manual to make sure that the referenced page numbers are accurate.
- 2) XWALKC - Crosswalk matrix of the reporting criteria.
- 3) XWALKP - Crosswalk matrix comparing DOE O 232.1 policy requirements to the final DOE O 232.1A, and associated DOE M 232.1-1A, policy requirements.
- 4) CHG_SUM - Summary of major changes to DOE O 232.1A and DOE M 232.1-1A.
- 5) XMITLTR - Transmittal letter to HR which summarizes changes, cost savings, and method of coordination.

If you have any questions or comments on Revision A to the Order and Manual, please contact Eugenia Boyle, Occurrence Reporting Program Manager, at Internet address **Eugenia.Boyle@eh.doe.gov** or telephone (301) 903-3393.



Conciseness Is a Virtue in Occurrence Report Writing!

Many occurrence reports (OR's) look like chapters out of a Tom Clancy novel. This is not desirable. It adds unnecessarily to already crowded data base space, slows up the work of those who must handle large numbers of OR's, and tries the patience of senior managers who need to see some of these reports. It adds to the cost and reduces the efficiency of information transfer. A few suggestions are submitted to help reduce the volume of material:

1. Style should be more like a telegram than a short story.
2. COMMONLY USED acronyms (such as ES&H, OSHA, NEPA, etc.) need not be spelled out the first time. However, be sure you define any new or unfamiliar acronyms. If in doubt, spell out.
3. Avoid repeating narrative in more than one information field. Make a clean separation between sections 16 (Description of Occurrence) and 19 (Immediate Actions).
4. Ask yourself what the Field Office, the Program Manager, and other facilities need to know to understand the occurrence, evaluate corrective actions, and derive lessons learned. Then, **MAKE EVERY WORD**

1997 CONFERENCE

The 1997 TRADE Conference will be held December 1-5, 1997, in Denver, Colorado, at the Adam's Mark Hotel. The theme for this years' TRADE Conference is "Focus on Business Performance: Maximizing Our Return on Investment." The hosts for this years' TRADE Conference are Rocky Flats Field Office; Golden Field Office; and the Western Area Power Administration.

As usual, the OR SIG will have a busy week of presentations, task team meetings, discussion sessions, etc. In addition to the OR SIG Meeting on Thursday, the OR SIG will be sponsoring three tracks on Tuesday and holding Task Team Meetings on Wednesday during the regular TRADE Conference. A draft agenda of OR SIG presentations and meetings for the week follows:

<u>Monday, December 1</u>		
12:00 - 5:00 p.m.	TRADEing POST Set-up	
5:00 p.m.	OR SIG Steering Committee Meeting	
7:00 p.m.	TRADE Icebreaker	
<u>Tuesday, December 2</u>		
10:30 - 12:00 noon	Occurrence Reporting Track Occurrence Reporting Quality Utilization of Occurrence Reporting Data to Achieve Risk Reduction OR SIG Cost Savings	Eugenia Boyle, DOE/EH-33 Bob Seal, Bill McQuiston, DOE/ID Dan Connell, DynCorp
1:00 - 3:00 p.m.	Occurrence Reporting Track Functional Area Trending Program Dissemination of Lessons Learned from a Facility's Perspective Implementation of OR PIT Recommendations - DP's Perspective	Howard Payne, WVNS William Leonard, B&W Hanford Thomas Rotella, DOE/DP-45; Nihar Ray, LMITCO
*3:30 - 5:00 p.m.	Occurrence Reporting Track Comparative Events Data and Significance Analysis of Major DOE Program Offices Sharing Lessons Learned Within DOE Making Business Decisions Using Trend Information	Fred Witmer, DOE/DP-45; Nihar Ray, LMITCO Bobbie Smith, DOE/EM-432 Cynthia Eubanks, LMES Steven Prevette, Fluor Daniel Hanford
<u>Wednesday, December 3, 1997</u>		
8:00 -9:30 a.m.	Training Task Team Meeting	
10:00 -11:30 a.m.	Users Group Task Team Meeting	
1:00 -2:30 p.m.	Policy Task Team Meeting	
3:00 -4:30 p.m.	Trending Task Team Meeting	
5:00 - 7:00 p.m.	OR SIG Steering Committee & Task Team Lead Meeting	
<u>Thursday, December 4 - OR SIG Meeting</u>		
8:00 - 12:00 noon	Opening Remarks <ul style="list-style-type: none"> • EH-33 Update • REASON Software Presentation • Presentation of "Quality in Occurrence Reporting Award" • Near Misses; Management Concerns Reporting Discussion • Lessons Learned from Hanford's PRF Event (3 perspectives - Plant Side, the Emergency Response Unit, and Site -Wide.) 	Dan Connell, OR SIG Chair EH-33 Rick Goodell, Mason & Hanger Dan Connell, OR SIG Chair Cynthia Eubanks, LMES; Kim Wilson, WVNS TBD

For more information on the 1997 TRADE Conference, contact **Leesa Arowood**, 423-576-0595, arowoodl@orau.gov.

* During this time frame, another OR SIG sponsored presentation "Performance Based Contracts" (presented by D.D. Von der Linden, Bechtel Hanford) will be presented from 4:30-5:00 p.m. in the track titled Performance-Based Facility Contracts.



The Chair's Corner...

by Dan Connell

On May 14, 1997, a chemical explosion occurred at the Plutonium Reclamation Facility located on the Hanford Site. The accident was a result of an autocatalytic chemical reaction of a solution (hydroxylamine nitrate and nitric acid) stored in a tank. Fortunately, nobody was near the tank when it exploded.

Unfortunately, we did not take advantage of two similar occurrences; one at Hanford's Purex Plant in 1989 and another at the Savannah River Site in 1996, which offered opportunities to prevent the incident on May 14th.

In relationship to many events that you can read about everyday in your local paper, some people would say that this event was minor. There was no loss of life, only moderate property damage to an unused facility and negligible environmental damage. I can tell you first hand that this event has been catastrophic.

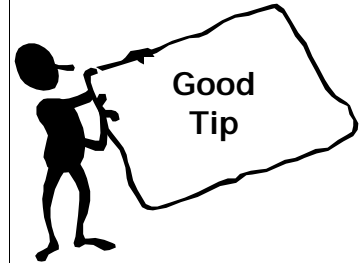
The cost of property damage is minuscule compared to the labor costs to investigate the incident, respond to the many inquiries of stakeholders, regulators, political factions, and the media. The credibility of the Department of Energy and its contractors have been damaged. People's personal lives have been altered. Careers could change.

All this is occurring when budgets are as tight as they've ever been. There's a focus on saving more and more. Below, you can see our estimates on what we conservatively believe the OR SIG has saved the complex. While these are meaningful, our biggest monetary contribution occurs in assisting "the field" in prevention of occurrences. Unfortunately, I cannot point to, nor can I quantify the savings attributed to the OR SIG for our prevention role. But I can tell you that we're one important way the Department of Energy can say they're doing business smarter.

TRADE OR SIG Product/Service	Estimated Cost Avoidance/Savings
Occurrence Reporting Course Training Materials: Introduction to Occurrence Reporting; Occurrence Report Writing; and Reportable Occurrence Investigative Techniques	\$ 587,700
Checklist for Occurrence Report Review	\$ 9,000
TRADE OR SIG Member Input to Policy Development: Revisions to DOE Orders	\$ 4,953,200
Occurrence Reporting Program Guidance Document	\$ 100,000
Total Cumulative Cost Avoidance/Savings to the DOE Complex	\$ 5,649,900



OCCURRENCE REPORTING



Roll-up Reporting for Equipment Failures:

A review of ORPS data indicates that new reports are written for repeat failures of Safety Class and Safety Significant equipment. If the corrective actions merely repair the failed equipment, but don't prevent

recurrence, and the contractor accepts the risk associated with the failure, then these events would be good candidates for roll-up reports. Or, if additional equipment fails prior to completing the corrective actions and within the 90 day time period, these failures also could be reported in a roll-up report.

Contractors should work with their Facility Representatives and agree on those equipment failures that will be documented in Roll-up reports. An example might be Continuous Air Monitors whose vacuum pumps are known to fail period-



TASK TEAM UPDATES



LESSONS LEARNED TASK TEAM

The team has no specific tasks at this time. A recommendation has been made to provide a Lessons Learned Report Preparation Training Class. This recommendation is being evaluated. Further assignments are expected from the continuing progress of the re-engineering effort. A summary of recently completed activities are:

- 1) A recommendation was forwarded to EH-33 to provide a periodic report to analyze trends and other events complex-wide to assist facilities and sites in performing some analysis of events from other sites. This recommendation has been partially implemented and incorporated in the Operational Experience Weekly Summary and other reports issued under EH-33.
- 2) The Team has identified a process that would allow the user to easily create a Lessons Learned Report from an Occurrence Report. The user would identify the occurrence report that would be used to prepare a Lessons Learned document. Once identified, fields of the report would automatically be extracted and inserted into a basic report that could be easily edited into a final Lessons Learned report. The process has been developed and submitted to the Users' Group Task Team along with forwarding a recommendation for implementation to EH-33.
- 3) Input into Chapter 6 of the Occurrence Reporting

1997 ORPS Workshop/OR SIG & QM SIG Spring Meetings

The 1997 ORPS Workshop/TRADE OR SIG and QM SIG Spring Meetings were held April 21-25 in Richland, Washington. 170 people from across the DOE community attended the workshop/meetings which featured a variety of training courses, presentations, hot topic sessions, and task team meetings. **Dan Connell**, OR SIG Chair, formally opened the meeting and welcomed attendees. **Lloyd Piper**, Deputy Manager, DOE/RL and **Dennis Ryder**, QM SIG Vice-Chair, also welcomed workshop/meeting attendees to the Pasco/Richland area.

Larry Yohe, Accident Investigator, with the National Transportation Safety Board (NTSB), gave the keynote address. Mr. Yohe presented an overview of the NTSB, examples of accidents investigated by the NTSB, how to determine the level of investigation to be conducted, prioritizing during an investigation, and the internal and external influences which affect an investigation.

Guy Silvey and **Mark Middleton**, Intel Corporation, were also presenters at the morning general session. Intel introduced the world's first microprocessor in 1971 and today its major products include microprocessors, networking and communication products, and semiconductor components. Mr. Silvey and Mr. Middleton presented an overview of Intel's Environment, Health, and Safety (EHS) Program, a detailed explanation of the Safety Bulletin Incident (SBI) system, and some of their lessons learned.

Tom Rollow, Director, Office of Operating Experience Analysis and Feedback, presented an update on DOE/EH-33. The Office of Operating Experience Analysis and Feedback manages occurrence reporting, including ORPS, and produces products, such as Operating Experience Weekly, and the DOE Performance Indicators for ES&H. **Gustave (Bud) Danielson**, Office of Nuclear Safety Policy and Standards, DOE Advisor to the QM SIG, presented an update on EH-31 activities.

The complete highlights of the 1997 ORPS Workshop/OR SIG Spring Meeting can be found on the OR SIG Home Page at http://www.ornl.gov/tmsd/trade/sig-info/or/or_hp.htm. The 1997 QM SIG Spring Meeting Highlights can be found on the QM SIG Home Page at: http://www.ornl.gov/tmsd/trade/siginfo/qm/qm_hp.htm.

A special thanks goes to **Karen Sonderman** and the **Parallax staff** for all their hard work and long hours in handling the workshop/meeting scheduling.

New OR SIG Steering Committee Members Elected!



The OR SIG wishes to welcome the seven (7) Steering Committee members who were elected during the 1997 ORPS Workshop/OR SIG & QM SIG Spring Meetings. The following people were elected: **Lorna Dunn**, RFETS; **Bill Leonard**, B&W Hanford Company; **Jeff Long**, LMER; **Tim Quinn**, Bechtel-Hanford; **Albert Evans**, DOE/ER-10; **Wendell (Don) Seaborg**, DOE/RL; and **Robert Seal**, DOE/ID.

OR SIG Becomes DOE Topical Committee

The Department of Energy's Technical Standards Program (TSP) took the initiative to identify existing groups and create new groups of subject matter experts within the DOE community and incorporate these groups as "topical committees" within the TSP. This initiative was taken to enhance the Department's implementation of its own policy (DOE P 251.1, Directives System, and Order 1300.2A, Department of Energy Technical Standards Program). Since the TRADE SIGs are considered valuable sources of technical information, good practices, and lessons learned from field experience, they provide an excellent, ready-made source of subject matter experts.

There are now eleven topical committees (the OR SIG being one) that are formally linked to the DOE Technical Program Internet Home Page. The address for the TSP Home Page and the eleven topical committees are listed below:

<http://apollo.osti.gov/html/techstds/techstds.html>

- Backup Power Working Group
- Environmental Management (EM) SIG
- Explosive Safety
- Fire Protection
- Industrial Hygiene/Occupational Safety (IH/OS) SIG
- Metrology
- Nuclear Safety Training
- Occurrence Reporting (OR) SIG
- Packaging and Transportation Safety (PATS) SIG
- Performance Based Management (PBM) SIG
- Quality Management (QM) SIG

*"...TRADE SIGs are
considered valuable sources
of technical information,
good practices, and lessons
learned from field
experience..."*

Please take a minute to visit the Web Site to see what's new in the technical standards arena. Also take a look at the access individual topical committees have to their own Web pages and to each other.

If you have suggestions for making the system work more effectively or a standards issue you believe belongs in one of TSP's two newsletters, you are encouraged to forward them to Rick Serbu, email richard.serbu@eh.doe.gov. The call for newsletter items is strictly informal



TASK TEAM UPDATES CON'T.

POLICY TASK TEAM - The Policy Task Team is finalizing the Interpretation Document now that Rev. 1 to the Order has been issued. The team needs to determine where the document will reside (i.e., on the OR SIG Home Page, the OEAF home page, etc.). A draft document for the Internet has been developed and distributed to task team members and is awaiting final comments. Regardless of which Home Page the Order resides on, there will be a link to the other one(s) and possibly a hyperlink to the Order/Manual.

RE-ENGINEERING TASK

TEAM The Re-Engineering Task Team has completed all of its assigned tasks and has forwarded the "Short-Form/Long-Form" concept to the Users Group Task Team for completion.

TRENDING TASK TEAM

The Trending and Analysis Task Team is in the process of having the Trending Primer document posted on the DOE Occurrence Reporting Program homepage. The files and reference URLs have been forwarded to EH-33 for posting.

USERS' GROUP TASK TEAM

The Task Team met at the Spring meeting in April. Several issues were discussed regarding current software and hardware related problems with the ORPS. Also, the Team identified a list of useful features. This information should be shared with the system developers to let them know that there are a lot of things the ORPS users like about PC ORPS for Windows.

Issues and recommendations for improvement were drafted and forwarded to Jeannie Boyle on May 19, 1997 for consideration and action. A copy of the meeting minutes can be obtained by

The **Quality in Occurrence Reporting Award** will be presented at the 1997 Fall TRADE Conference in December based on nominations from OR SIG Members. The recipient will be determined by the OR SIG Steering Committee. The enclosed nomination form is to be used. Listed below is the criteria a person must meet before becoming eligible for nomination.

Criteria: This award is based on outstanding service to occurrence reporting (at their specific site) and to the OR SIG (total of 50%), sharing useful occurrence reporting information across the DOE complex (25%), and presenting on occurrence reporting topics at OR SIG meetings (25%).

Eligibility: The award will go to an individual who is an OR SIG member and a DOE or DOE contractor employee. Current OR SIG Steering Committee Members are not eligible for nomination.

Nomination: Any OR SIG member may nominate an eligible candidate or themselves using the nomination form on this page.

Selection: The candidate will be selected by the OR SIG Steering Committee from the list of nominations.

Frequency: The award will be made at the fall TRADE Conference at the discretion of the Steering Committee, based on review of the nominations received.

Type
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OR SIG Nomination Form for the QUALITY IN OCCURRENCE REPORTING AWARD

I nominate the following person for the Quality in Occurrence Reporting Award:

Name: _____ Title: _____

Organization: _____ Telephone: _____

Address: _____

This nominee has given outstanding service to occurrence reporting (at their site) and to the OR SIG in the following ways (total of 50%):

Service to occurrence reporting at their site (25%):

Service to the OR SIG (25%):

This person has shared useful occurrence reporting information across the DOE complex in the following ways (25%):

This person has presented the following topics at OR SIG meetings (25%):

This person is a DOE or a DOE Contractor employee? Yes ____ No ____

This person is an OR SIG member? Yes ____ No ____ Not Sure ____

Nominated by:

Name/Organization: _____

Telephone: _____ Internet: _____

Please return this form by October 8, 1997 to:
Leesa Arowood, ORISE/TRADE, FAX #: (423) 241-4380

BEST PRACTICES FOR ROLL-UP REPORTS

The Occurrence Reporting and Processing System allows for the rolling together of similar Off-Normal occurrences within the same report. Two basic types of Roll-Up Occurrence Reports are allowed:

- similar occurrences documented in non-finalized Occurrence Report, and
- similar occurrences based on corrective actions in an approved Final Report.

A Roll-Up Report may remain open for a period not to exceed 90 calendar days from categorization of the first occurrence reported therein or when the number of occurrences reported equals 30.

Roll-Up Reports have several prerequisite requirements. Some of the more significant are:

- The preliminary investigation reveals the subsequent occurrences to be similar with the same root cause, and the same or similar direct and contributing causes,
- DOE Facility Representative and Program Manager agreement to include occurrences in a Roll-Up Report, and
- DOE Facility Representative agreement to the addition of each subsequent occurrence to the Roll-Up Report.

In addition, the following rules must be observed:

- A notification of each subsequent occurrence must be made through the issuance of an Update Report within the normal time period required for issuance of a Notification Report, and
- Field #4, Number of Occurrences, must be updated appropriately.

As of July 16, 1997, a review of the ORPS Graphical Users Interface (GUI) indicated a total of 248 Occurrence Reports with greater than one occurrence. These 248 reports represent 2289 occurrences. The most common types of occurrences that are indicated in Roll-Up Reports are Suspect/Counterfeit Items (Group 7B), and Potential Concerns/Issues (Group 10C), Area Contamination (especially legacy from past operations) (Group 1D), Personnel Contamination (Group 4B), and Degradation of systems and components (Group 1E).

Close interface between the contractor organization and the DOE Facility Representative is imperative to ensure that potential Roll-Up Reports are identified and approved. Roll-Up Reports provide contractors a method to avoid multiple reports covering the same types of occurrences and makes the reporting process more efficient. Specific information and requirements regarding Roll-Up Occurrence Reports are available in DOE M 232.1-1A, Section 5.7.

Who you gonna' call???

OR SIG Task Team Leads

Lessons Learned Task Team

Task Team Lead: *Chuck Messick*

- ✉ U.S. Department of Energy
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Policy Task Team

Task Team Lead: *Bob Steitler*

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Re-Engineering Task Team

Task Team Lead: *Cynthia Eubanks*

- ✉ Lockheed Martin Energy Systems
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- ☎ 423-576-7763
- 📠 423-241-6539
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Training Task Team

Task Team Lead: *Lorna Dunn*

- ✉ Kaiser-Hill Company, L.L.C.
RFETS
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Golden, CO 80402-0464
- ☎ 303-966-5510
- 📠 303-966-8027
- 💻 lorna.dunn@rfets.gov

Trending Task Team

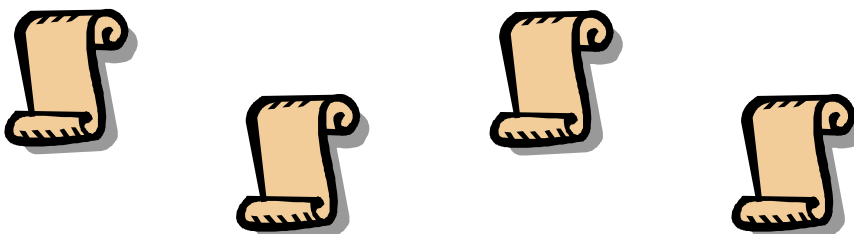
Task Team Lead: *Jeff Long*

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Users' Group Task Team

Task Team Lead: *Bill Leonard*

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Richland, WA 99352-1200
- ☎ 509-373-1820





Clarke Kido
Lockheed Martin Idaho
Technologies Company

Clarke is an Advisory Engineer with LMITCO in Idaho Falls, Idaho. He has been instrumental in the development of the Trending and Analysis Task Team's primer document. In addition, Clark is a faithful attendee at OR SIG meetings and, of course, serves as our "un-official" SIG photographer.

★
Clarke Kido
LMITCO
 ★

There are many contractors, operations office and headquarters program office personnel behind the scenes of an occurrence reporting program. Many of these people are quietly making large contributions to their respective programs and/or to OR SIG and other occurrence reporting activities. The SIG would like to recognize some of these individuals in our "People Behind the Scenes" section of the OR SIG Bulletin. If you would like to recommend someone whom you think deserves recognition, please send a paragraph or two to Leesa Arowood, OR SIG Coordinator, at "arowoodl@orau.gov", or FAX (423) 241-4380.

Lessons Learned: *Care and Use of Storage Vessels for Cryogenics*

A recent event at a national laboratory points to a frequently found but not as frequently recognized hazard: the potential energy locked up in a vessel (Dewar Flask) of cryogenic liquid or even dry ice. When a volume of liquid nitrogen at one atmosphere of pressure is caused to suddenly vaporize, as when the surrounding vacuum vessel suddenly fails, pressures as great as 700 atmospheres can be generated. At the lab in question, a 20-liter Dewar failed, scattering a quantity of copper oxide powder about the room. Fortunately, nobody was there to get hurt. A few years before, at an Eastern university, a Dewar burst with enough force to sever someone's arm.

Another recent event involved a 3-liter commercial Dewar (similar to a Thermos) being used to transport some chemical samples packed in dry ice from Europe to the U.S. This vessel started out with the top loose so that CO-2 vapor could escape, but somewhere along the way the top was either tightened up or froze up, resulting in a buildup of pressure in the container. When an attempt to open it was made, the top and some of the contents flew out, injuring two people, fortunately not badly. (This vessel was carried across the Atlantic on a passenger airliner, which may have been another problem!)

The first thing to remember about these flasks is that one should never withdraw liquid from them by tipping the flask. The flask is a pair of thin stainless steel spheres welded at the top to a narrow, thin concentric neck. Tipping the flask induces a strain which will eventually cause a stress crack to develop. One should also minimize manhandling and not take too bumpy a ride to the warehouse for filling. Flasks which show excessive age should be considered for retirement.



Short-Form *Occurrence Reporting????*

A subgroup of the Users' Group Task Team has continued efforts initiated at the Spring OR SIG meeting, to define the requirements for implementation of "Short Form" Occurrence Reporting. This initiative was undertaken based on the realization that there are a group of events which are reported as occurrences which are reported for "Information Only", or for which there are no additional corrective actions or analysis which are needed. The concept behind this proposal is that a single Occurrence Report would be submitted which contains all applicable information; therefore eliminating the need for a subsequent Final Report.

This team has defined the information that would be included on the "Short Form" report. They are also evaluating potential changes to the time period to submit the report, the level of approvals that should be required, and the types of occurrences which should be considered for "Short Form" reporting. The team has also identified some recommended changes to the existing Occurrence Report format which would improve the quality of the reports and improve the efficiency in generating the report.

Upon completion of this effort, a recommendation on "Short Form Reporting" will be sent by the OR SIG to EH-33 for consideration and possible incorporation into the Occurrence Reporting Program.



ORISE/ETD/TRADE
MS-37
P.O. Box 117
Oak Ridge, TN
37831-0117

**Is your mailing address
and Internet address
correct or do you have
an Internet address
that's not listed?**

Please contact Leesa
Arowood with changes/
additions :

☎ 423-576-0595

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URGENT!!!!

Quality in Occurrence Reporting Award Nomination Form due October 8, 1997